

# ADMINISTRATIVE REGULATIONS

TITLE: IMMUNIZATION  
CATEGORY: HEALTH AND SAFETY  
NUMBER: 3125

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## I. Rationale:

Effective July 1, 2019, the Government of British Columbia's *Vaccine Status Reporting Regulation* requires complete immunization records for each school-age child. This means every student from Kindergarten to Grade 12 in public and independent schools, or who is home-schooled, is required to have up-to-date vaccination records. These records are kept in the Provincial Immunization Registry. A review of immunization records will begin in late August. Parents or guardians of children whose records are incomplete will be contacted by public health with instructions on how to proceed. Information on the *Vaccine Status Reporting Regulation* can be found at ImmunizeBC, (<https://immunizebc.ca/>), and HealthLinkBC (<https://www.healthlinkbc.ca/>).

## II. Definitions:

School District 46 (Sunshine Coast) supports our partner, Vancouver Coastal Health by encouraging immunization administration in our schools. On the Sunshine Coast, effort will be made well ahead of the immunizations date to obtain parental representative consent for all school based immunization programs. At Elementary Schools immunization will occur only with parental consent. At Secondary Schools, in accordance with the *Infant Act*, administration of immunization will occur with either parental consent or, if the parent cannot be contacted, by consent of the Mature Minor.

## III. Practices:

### School's Role:

1. Assists with the collection of immunization records and signed consents.
2. Provides public health with student directory and homeroom/class lists as requested.
3. Returns completed consent forms to the public health nurse in a confidential manner. Facilitates the delivery of quality immunization services in the school setting.
4. Assists public health to advertise vaccination and school clinics by posting or distributing important immunization information (i.e. posters, school newsletter, website, etc.).
5. Avoids booking other activities (i.e. field trips or sports days) at the same time as pre-scheduled immunization clinics.
6. Provides appropriate space for safe immunization including a waiting area for students to remain 15 minutes following immunization.

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7. Fosters a positive attitude in the classroom about keeping healthy through immunization and dispels unreasonable fear of needles.
8. Directs all immunization questions to the public health nurse.

## **Public Health's Role:**

1. Request vaccination records from parents and assess the need for further vaccines according to established immunization schedules.
2. Review students' immunization records and contact students who require catch-up vaccines to ensure students have the best protection and the right doses for their age.
3. Answer questions about immunizations for parents, students and school staff.
4. Schedule grade 6 and grade 9 clinics in the school setting and contact parents of Kindergarten students to arrange immunization at their local health unit.
5. Notifies parents of clinic dates through school correspondence.
6. Send individual student immunization consent form and immunization information home for parent to sign and return.

## **Parents' Role**

1. Return all school immunization consent forms by the deadline indicated on the form.
2. Submit your child's immunization history when requested by public health in one of the following ways:
  - a. Dropping the record off at your child's school (front office).
  - b. Self-reporting online: <http://www.vch.ca/Documents/Reporting-child-immunizations-online-form.pdf>
  - c. Dropping off or faxing their child's immunization record to the Gibsons or Sechelt Health Unit.

**A reminder about immunization records:** Parents are reminded to always keep a copy of all the vaccines their child has received so that the information can be provided when needed. Throughout school-aged years parents will be asked to submit their child's

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immunization record to their school, daycare facilities, post-secondary institutions, sport facilities etc.

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**References:**